

STATE OF NEVADA

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GOVERNOR



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STEVE FISHER
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GOVERNOR'S WORKFORCE DEVELOPMENT BOARD
WIOA TEAM WORKGROUP

GOVERNOR'S WORKFORCE DEVELOPMENT BOARD WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) GOVERNANCE TEAM WORKGROUP

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MEETING MINUTES

Name of Organization: Governor's Workforce Development Board's (GWDB)
WIOA Governance Team Workgroup Meeting (GW)

Date and Time of Meeting: **Friday, February 26, 2016 at 10:00 a.m.**

Place of Meeting: **Division of Welfare and Supportive Services**
1470 College Parkway, Room 149
Carson City, NV 89706

Video Conferenced to
Division of Welfare and Supportive Services
701 N. Rancho Drive Training Room 5
Las Vegas, NV 89106

Conference Bridge
1-775-684-0777 or 1-702-486-1777
Access Code 4800

GW Members Present: Dennis Perea, Steve Fisher, Michael Raponi, John Thurman, Shelley Hendren, Ardell Galbreth

GW Members Absent: Matt Morris (excused), Renee Olson (excused)

Others Present: Jaime Cruz (Workforce Connections), Lee Quick (Nevada System of Higher Education), Ken Zutter (Nevada Department of Education)

I. CALL TO ORDER –*Steve Fisher, Co-Chair of the Governance Workgroup*

Steve Fisher called the meeting to order at 10:00 a.m.

II. ROLL CALL- CONFIRMATION OF QUORUM – *Coralie Peterson*

Ms. Peterson called roll and informed the Chair that a quorum was present.

III. VERIFICATION OF PUBLIC NOTICE POSTING – *Coralie Peterson*

Ms. Peterson affirmed that the notice and agenda for today's February 26th, WIOA Governance Workgroup was posted pursuant to Nevada's Open Meeting Law as contained in NRS 241.020.

IV. FIRST PUBLIC COMMENT(S) –*Steve Fisher*

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

Ken Zutter commented that the Department of Labor recently issued the final release of requirements for the WIOA Combined and Unified State Plans and he is currently uploading this into their website. As there may be substantial changes, Mr. Zutter recommended that the committee discuss the possible changes before the State Plan is finally submitted. He added that there also are some changes to the Policy Workgroup documents, such as in Appendix D. and further noted that the Department of Labor has provided some guidance regarding cost sharing for the One Stops.

Dennis Perea commented that he joined the meeting at this juncture. Hearing no further comments, the Chair closed this item and moved to the next agenda item.

V. DISCUSSION/FOR POSSIBLE ACTION: APPROVAL OF MINUTES: GW meeting held on February 9, 2016 - *Steve Fisher*

The Chair asked for approval of the minutes from the February 9, 2016 GW meeting. Kris Nelson asked for a correction to show Matt Morris as present, and asked that the minutes document that she served as Mr. Fisher's proxy for a portion of the meeting. John Thurman moved to accept the corrected minutes and Mike Raponi seconded his motion. All were in favor and the motion carried unanimously.

VI. DISCUSSION/FOR POSSIBLE ACTION: PLANNING OUR NEXT STEPS – *Steve Fisher*

Mr. Fisher asked Kristine Nelson to provide comments on the current status of the State Plan. She explained that on February 24th, the final requirements were posted by the Department of Labor. She has a question pending with Denise Dombek (ETA, Division of Workforce Investment), that is, if they should submit their final revisions by April *or* what had by previously approved by the March deadline, and address revisions through the modification process.

Ms. Nelson stated that although the State Plan draft was vetted through Public Comment period, the final requirements may have substantial content, and has not yet received a response from Ms. Dombek. She is currently comparing the Department of Labor State Plan updated requirements to the approved Plan and is making contractions as needed. She concluded her comments by stating that the required modification process will be taking place from now for the next two years.

John Thurman commented that the GW group should stay intact through the implementation and until they get further direction, they should continue on the same track. Mr. Fisher added that they can continue making recommendations to the Strategic Planning Subcommittee.

Develop a Problem Statement: Mr. Perea mentioned a request made by Dale Erquiaga that a ***problem statement*** be developed in an effort to determine a solution for a specific problem. He then gave an example of a particular problem, that of 16-24 year old disconnected youths, which will require data support from Bob Potts (GOED) and Bill Anderson (Research and Analysis). He suggested that the group discuss how they would formalize the problem statement, and map the funding stream for a resolution of the problem, although he anticipates big conversations in future regarding the resource sharing agreement.

How to fix the most significant areas first - Steve Fisher agreed with Mr. Perea that identifying the problem will help them to solve it, and questioned how they can fix the most significant areas first.

Shelley Hendren suggested that the problem statement should go back to their Goals, focusing on something they had already mapped out and which had already been approved in the State Plan.

John Thurman stated that in Title I this may be difficult, but not impossible to shift funding from adult to dislocated youth, but also questioned how they focus on that group and still fulfill all the mandated services.

Mr. Perea asked if all the programs can map/identify their services to attack a particular problem, and Ardell Galbreth replied that groups for services are prioritized, and could target those who most need their services.

Ardell Galbreth stated that as he had to leave the meeting, Jaime Cruz could act as his proxy for the remainder of the meeting.

Mr. Perea stated that if they work together, they can move the needle significantly. Mr. Thurman added that working cohesively would make targeting a specific issue possible, and reaching consensus in this group may not be too difficult and also stressed as Mr. Perea had, that the data is needed first, although BVR may be more difficult.

Mr. Thurman asked if they should identify a few other areas, such as the dislocated youth, for Data to research and support in their problem statement.

Shelley Hendren asked for a description of ‘disconnected youth,’ and Mr. Perea responded that disconnected youths are those who dropped out of school, but are not in education, and not in the work force. Ms. Hendren stated that her particular program (BVR) did not have the resources for this area, and some areas are not represented around their table.

Although the GW members agreed to move forward to collaborate and identify the most significant problem; however, that revisions in the State Plan are their first priority. They agreed to bring back potential problems to discuss along with a discussion of revisions and the next meeting.

VII. DISCUSSION/FOR POSSIBLE ACTION: Discussion and possible action regarding dates, times, and agenda items for future meetings –*Steve Fisher*

The next scheduled meeting will be held on Friday, March 11, 2016 at 10:00 a.m.

Suggestions for new business and future agenda items included:

- Possible revisions to the State Plan (draft)
- Developing a Problem Statement
- One Stop System
- Work Groups
- Data Presentation - State Longitudinal Data System

VIII. SECOND PUBLIC COMMENT(S) – Steve Fisher

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

The Chair announced the Second Public Comment Session and invited members of the public to speak.

Shelley Hendren stated that in response to many questions she had prepared a PowerPoint presentation, and she will forward this to the GW members for their use if needed. Hearing no further comments, he closed the item and adjourned the meeting.

IX. ADJOURNMENT – Steve Fisher

Meeting was adjourned at 10:56 a.m.

NOTE: Agenda items may be taken out of order, combined for consideration by the public body, and/or removed from the agenda at any time. Pursuant to NRS 241.020, no action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken. If unable to attend meeting, Members of the WIOA may designate a proxy to act on their behalf.

NOTE: Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the DETR Director’s Office, in writing at: 555 E. Third Street, Carson City, Nevada 89713; or, should call (775) 684-3911; if hearing impaired, dial TTY (800) 326-6868 or Nevada Relay 711; or send a fax request to (775)684-3908 as soon as possible and ***no later than close of business on Thursday, February 25, 2016.***

Notice of this meeting was posted on or before 9 a.m. on the third day prior to the meeting at the following locations: DETR, 2800 E. St. Louis, Las Vegas, NV; DETR, 500 East Third St., Carson City, NV; DETR, 1325 Corporate Blvd., Reno NV; NEVADA JOBCONNECT, 3405 S. Maryland Parkway, Las Vegas, NV; NEVADA JOBCONNECT, 4500 E. Sunset., Henderson, NV; NEVADA JOBCONNECT, 2827 N. Las Vegas Blvd., North Las Vegas, NV; NEVADA JOBCONNECT, 1929 N. Carson St., Carson City, NV; NEVADA JOBCONNECT, 172 Sixth St., Elko, NV; NEVADA JOBCONNECT, 480 Campton St., Ely, NV; NEVADA JOBCONNECT, 121 Industrial Way, Fallon, NV; NEVADA JOBCONNECT, 475 W. Haskell, #1, Winnemucca, NV; NEVADA JOBCONNECT, 4001 S. Virginia St., Suite G, Reno, NV; NEVADA JOBCONNECT, 2281 Pyramid, Sparks, NV; GRANT SAWYER OFFICE BUILDING, 555 E. Washington Ave., Las Vegas, NV; LEGISLATIVE BUILDING, 401 S. Carson St., Carson City, NV; NEVADAWORKS 6490 S. McCarran Blvd., Building A, Unit 1., Reno, NV; WORKFORCE CONNECTIONS, 6330 West Charleston Blvd. #150, Las Vegas, NV.

Notice of this meeting was posted on the Internet at: DETR’s Public Meetings website - www.nvdetr.org, <http://nvdetr.org/publicmeetings.htm>; and Nevada’s Public Notice website at <https://notice.nv.gov/>, as required by [NRS 232.2175](#).

Supporting public material provided to Committee members for this meeting is posted on DETR’s Web site at www.nvdetr.org, <http://nvdetr.org/publicmeetings.htm>, and may be requested from the Director’s Office at 500 E. Third Street, Carson City, Nevada 89713; or call (775)684-3911; or fax (775)684-3908 ***on or before the close of business on Friday, February 26, 2016.***

Agenda items may be taken out of order, combined for consideration by the public body, and/or removed from the agenda at any time. The Chair may continue this meeting from day-to-day. Pursuant to NRS 241.020, no action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken. If unable to attend meeting, Members of the WIOA Governance Team Workgroup may designate a proxy to act on their behalf.

WIOA Governance Team Workgroup Members

Dennis Perea, Michael Raponi, Steve Fisher,
John Thurman, Shelley Hendren, Renee Olson, Ardell Galbreth, Matt Morris